

**KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD**  
**MEETING MINUTES**  
**May 20, 2016**

A regular meeting of the Applied Behavior Analyst Licensing Board was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky, on May 20, 2016, at 10:00 a.m.

**MEMBERS PRESENT**

Tammy H. Natof, Chair  
Stephen Wood  
Cynthia Blackledge  
Stephen Foreman, Vice Chair  
Allan Allday

**OCCUPATIONS AND PROFESSIONS STAFF**

Amy Parker, Board Administrator  
Larry Brown, Executive Director

**BOARD ATTORNEY**

Ryan Halloran, Office of Attorney General

**MEMBERS ABSENT**

Scott Brinkman  
Anne Gregory

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**CALL TO ORDER**

Tammy H. Natof, Board Chair called the meeting to order at 10:06 a.m.

**MINUTES**

A motion was made by Stephen Foreman to approve the minutes with amendments for the April 22, 2016 regular meeting. Motion, seconded by Allan Allday, carried.

**FINANCIAL REPORTS**

The Board reviewed the financial statement through April 2016. The Board reviewed additional fiscal information as requested previously. A motion was made by Stephen Foreman to request an allotment increase to total \$30,000 annually due to the increased need for public protection via investigation and more stringent oversight. Motion, seconded by Allan Allday, carried.

**REPORT FROM O&P**

Larry Brown reported on updates to the online application process. Additionally, Mr. Brown reported that the new system has created a new 6-digit numeric license number for all individuals. Mr. Brown presented the Board with the new Memorandum of Agreement. Upon review and discussion by the Board, Stephen Foreman motioned for the Board to accept the Memorandum of Agreement. Motion, seconded by Stephen Wood, carried.

**LICENSURE STATUS REPORT**

The Licensure Status Report dated May 18, 2016 was reviewed.

Behavior Analyst – 144  
Assistant Behavior Analyst – 5  
Temporary Behavior Analyst – 4  
Temporary Behavior Analyst Assistant – 0

Total number of active licenses – 153

### **OLD BUSINESS**

Ryan Halloran presented the regulation draft to incorporate per diem. Stephen Foreman motioned to approve the drafted regulation. Motion, seconded by Cynthia Blackledge, carried.

Stephen Foreman advised that he was asked to lead a group discussion at ABI. Mr. Foreman advised this would be discussed further in June.

The Board discussed the Kentucky Advisory Council on ASD. There had been no website changes to date. The Board discussed having two individuals involved join the July board meeting to discuss further.

### **NEW BUSINESS**

The Board discussed the Kentucky Council on Postsecondary Education. Stephen Foreman advised he would ask the Kentucky Association for Behavior Analysis to get involved and suggested inquiries relating to this be sent on to the Association as the law preventing individuals from participating in certain programs was not created by the Kentucky Board of Applied Behavior Analysts.

### **APPLICATIONS REPORT**

The Application Committee made the following recommendations:

**Licensed Behavior Analyst – Approved:** Cynthia Birkhead, Alexandra Fawcett

**Licensed Behavior Analyst – Approved pending receipt:** Shawna Cleveland, Amy Porter, Sharon Robinson, Megan Stephens, Miranda Whiteford

**Licensed Behavior Analyst – Deferred:** Hope Nyce

**Licensed Associate Behavior Analyst – Approved:** None

**Temporary Licensed Behavior Analyst – Approved:** None

**Temporary Licensed Behavior Analyst – Deferred:** None

**Temporary Licensed Assistant Behavior Analyst – Approved:** None

**Licensed Behavior Analyst Renewals – Approved:** Sarah Tinsley

**Licensed Associate Behavior Analyst Renewals – Approved:** None

A motion was made by Cynthia Blackledge to approve the recommendations of the Application Committee. Motion, seconded by Allan Allday, carried.

### **COMPLAINT COMMITTEE**

2013-001 – The Board is still awaiting a response to the last letter sent by Ryan Halloran.

2016-001 – The Board will file a complaint signed by the Board Chair and initiate an investigation.

2016-002 – Complaints Committee motioned to dismiss the complaint. Motion, seconded by Stephen Wood, carried.

2016-003 – Complaints Committee motioned to authorize the Chair to sign board initiated complaint. Motion, seconded by Cynthia Blackledge, carried.

#### **LEGAL COUNSEL**

Ryan Halloran advised he was able to obtain the address to send previously discussed letters.

#### **APPROVAL OF TRAVEL**

A motion was made by Stephen Foreman to approve travel for all eligible members attending today's meeting. The motion, seconded by Stephen Wood, carried.

#### **ADJOURN**

Stephen Foreman made a motion to adjourn at 11:42 a.m., having no further items of discussion. The motion, seconded by Stephen Wood, carried.

**Minutes prepared by Amy Parker  
June 6, 2016**